

PRIVACY STATEMENT for Lough Ree Greenway Project:

Who are we?

This Privacy Notice is issued by Roscommon County Council of Áras an Chontae, Roscommon, County Roscommon F42 VR98 (“RCC”, “**we**”, “**us**”, “**our**”).

What is the activity referred to in this Privacy Statement?

This statement refers to the processing of personal data in respect to the delivery of the proposed Lough Ree Greenway Project under the Transport Infrastructure Ireland (TII) Project Management Guidelines including; Phase 0 - Scope and Pre-Appraisal, Phase 1 – Concept and Feasibility, Phase 2 – Option Selection, Phase 3 – Design and Environmental Evaluation, Phase 4 – Statutory Processes and Phase 5 – Enabling and Procurement of the Project to Construction of the proposed Lough Ree Greenway Project.

The project occurs between Ranelagh townland in Athlone, Co. Westmeath and Ballyleague townland in Ballyleague, Co. Roscommon. The project is being undertaken by RCC on its own behalf and on behalf of Westmeath County Council.

Why do we have a Privacy Statement?

The purpose of this privacy statement is to describe, in clear and concise terms, the personal data the Lough Ree Greenway Project will process, the purposes for which personal data will be processed, the legal basis for such processing, details of any third parties with whom personal data will be shared and the duration for which personal data will be retained. The statement also provides details of how access may be obtained to the Council’s policies, procedures and practices in relation to the protection of personal data and to information regarding the rights of individuals under the GDPR (General Data Protection Regulation)/data protection legislation.

GDPR Principles that Apply

This privacy statement has been created to demonstrate the Council’s commitment to you that personal data which you supply to us is;

- obtained lawfully, fairly and in a transparent manner;
- obtained for only specified, identified and legitimate purposes;
- processed for purposes which we have identified or purposes compatible with the purposes that we have identified;
- adequate, relevant and limited to what is necessary for the purpose for which it was obtained;
- is collected and processed accurately and kept up to date (where necessary);

- kept only for as long as is necessary for the purposes for which it was obtained; and
- processed in a manner that ensures the appropriate security of the personal data including protection against unauthorised or unlawful processing.

What is the basis for making the processing of this personal data lawful?

Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in Roscommon County Council in accordance with Article 6(1)(e) of the General Data Protection Regulation, 2016. Specifically, the lawful basis for the procedures is listed below:

- Planning & Development Act 2000 (as amended)
- Planning & Development Regulations 2001 (as amended) (Part 8)
- Section 66 (3) of the Local Government 2001 (as amend)
- Section 78 Roads Act 1993

Purposes for which Personal Data is Processed

We will use personal data relating to you for the purposes of:

- creating a database of property owners, tenancies, property details and correspondence with owners and/or tenants;
- corresponding with you in relation the property;
- where applicable, calculating and making payments in respect of the property;
- establishing, exercising or defending legal claims; and
- performing our functions as a public authority and complying with our legal obligations.

What categories of personal data will we Collect and Process?

We will collect and process personal data relating to you that you or other people provide to us in connection with the Project. We will also collect and process personal data relating to you from publicly available sources such as the Land Registry and the Registry of Deeds.

This personal data may include:

- your name, address, email address, land folio numbers and phone number;
- details of owners, occupiers and lessees of the land under consideration or required for the Lough Ree Greenway Project and anyone who may have an interest in the land necessary for the development of the project; and
- any other personal data relating to you that you provide to us or that we generate about you in connection with the project.

Is personal data submitted as part of this activity shared with other organisations?

We may disclose your personal data to other organisations in connection with the above purposes, including:

- statutory agencies, where required or permitted by law as part of the statutory planning process;
- outsourced property referencing providers;
- other third parties who we engage to provide services to us, such as outsourced service providers, IT services providers, professional advisers and auditors;
- other public authorities and bodies where required or permitted by law, such as An Garda Síochána, for the purposes of the prevention, investigation or detection of crime; and
- members of the public where we are required to make information publicly available under applicable law.

Retention

We will not hold your personal data for longer than is necessary. We retain your personal data for as long as we need it for the purposes described in this notice, or to comply with our obligations under applicable law and, if relevant, to deal with any claim or dispute that might arise between you and us.

Do you need to update your records?

Roscommon County Council must take reasonable steps to ensure that personal data we have about our customers is correct and up to date.

In addition, if the data held by us is found to be inaccurate you have the right to rectify/correct this.

If you find that personal data we have about you is inaccurate or needs to be updated (for instance, you may have changed your name, address, contact details etc.) then please contact us so that we can correct it. You can do this by:

Writing to us at:

Roscommon National Roads Regional Office,
Racecourse
Road,
Roscommon
F42 WY23

When making a request to update your record please provide evidence to support this – for example a copy of a document containing your new address – utility (Gas, Electricity, Phone) bill etc.

Your rights:

You have the following rights, in certain circumstances and subject to certain restrictions, in relation to your personal data:

- the right to access your personal data;
- the right to request the rectification and/or erasure of your personal data; (erasure is not available where an appeal has been determined);
- the right to restrict the use of your personal data;
- the right to object to the processing of your personal data; and
- where our processing is based on contract, the right to request us to provide you, or a third party, with a copy of your personal data in a structured, commonly used machine readable format.

Further Information

Further information on the following are available from the Councils Data Protection Officer and on the Council's data protection webpage at www.roscommoncoco.ie:

- Your rights under the GDPR/data protection legislation;
- Council's policies, procedures and practices for achieving compliance with the GDPR/data protection legislation.

Contact Details

Contact details for the Council's Data Protection Officer are as follows:

Phone: 090 6637100

E-mail:

dataprotection@roscommoncoco.ie Postal Address:

Roscommon County Council

Áras an

Chontae

Roscommon

F42 VR98.

Right of Complaint to the Data Protection Commissioner

If you are not satisfied with our processing of your personal information you are entitled to make a complaint to the Data Protection Commissioner who may investigate the matter for you. The Data Protection Commissioner's website is <http://www.dataprotection.ie> or you can contact their Office at:

Website:

www.dataprotection.ie

Email:

info@dataprotection.ie

Postal Address:

Data Protection Commissioner,
21 Fitzwilliam Square South,
Dublin2
D02 RD28

Updates to Privacy Statement

We may occasionally update this policy. We encourage you to periodically review this policy for the latest information on our privacy practices at

www.loughreegreenway.ie